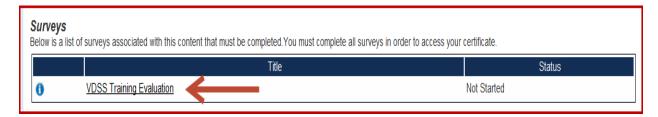
Knowledge Center How To Completing a Survey

Background: After attending training, you will be asked to complete a survey. Please assist us in assessing the delivery of these training by completing this survey in the Knowledge Center.

- Step 1: Log into the Knowledge Center
- Step 2: Go to your transcript, by following this trail: Home >> My Workspace >> My Transcript
- Step 3: Click on the title of the training you want evaluate (be advised, surveys are not attached to online content at this point):



Step 4: Click on the survey and complete the survey:



Once you have completed the survey, your certificate will populate.

***NOTE: Do not take a survey unless the event shows complete on your transcript.